



## 2018-2019 Grow Your Own Grant Program

Application Due 5:00 p.m. CT, March 13, 2018

NOGA ID

Three copies of the application are required to be submitted. **One copy MUST bear the original signature of a person authorized to bind the applicant to a contractual agreement.** All three copies must be received no later than the above-listed application due date and time at this address:

Document Control Center, Grants Administration Division  
Texas Education Agency  
1701 N. Congress Avenue  
Austin, TX 78701-1494

Application stamp-in date and time

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### Grant Information

Grant Period **04/13/2018** to **05/31/2020** (Pathways 1 and 2)

**04/13/2018** to **06/30/2019** (Pathway 3)

Program Authority **GAA, Article III, Rider 41, 85th Texas Legislature**

☒ Pre-award costs are not permitted.

### Required Attachments

The following attachments are required to be submitted with the application. No other submitted materials will be reviewed.

Each of the three Grow Your Own pathways requires an attachment to be submitted with the application. You can find links to the required attachments on the TEA Grant Opportunities page. Download and complete the appropriate attachment and submit it with your application.

### Applicant Information

Name **Greg Ollis** CDN or Vendor ID **101905** ESC # **4** Campus #  DUNS # **N/A**

Address **828 Sheldon Road** City **Channelview** ZIP **77530** Phone **281-452-8002**

Primary Contact **Don Beck** Email **don.beck@cvisd.org**

Secondary Contact **Kay Kerr** Email **kay.kerr@cvisd.org**

### Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations. I further certify my acceptance of the requirements conveyed in the following portions of the grant application, as applicable:

- ☒ Grant application, guidelines, and instructions
- ☒ General Provisions and Assurances and any application-specific provisions and assurances
- ☒ Debarment and Suspension Certification
- ☒ Lobbying Certification

Authorized Official Name/Title **Greg Ollis/Superintendent** Signature  Date **03/07/2018**

Grant Writer Name **Patricia Glaeser** Signature  Date **03/07/2018**

- ☒ Grant writer is an employee of the applicant organization.
- ☐ Grant writer is not an employee of the applicant organization.

701-18-106-023

RFA # **701-18-106** SAS # **277-18**

2018-2019 Grow Your Own Grant Program

**Shared Services Arrangements**

- ☒ Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**  
 The organization submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter  
☐ into a written SSA agreement describing fiscal agent and SSA member responsibilities. All participants understand  
 that the written SSA agreement is subject to negotiation and must be approved before a NOGA can be issued.  
☐ SSAs are not permitted for this grant.

**Identify/Address Needs**

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
Continue efforts to increase the pool of applicants to provide our students with the most highly qualified teachers and staff.	10 instructional aides seeking a teacher certification will be invited to apply to participate as a Grow Your Own stipend recipient. Once accepted through the application process laid out in the following portions of this application, stipend recipients will enroll in school and be provided with a mentor teacher.
Increase student achievement by providing students with highly qualified teachers.	Priority will be given to grant applicants who intend to seek a teacher certification in hard-to-staff areas. All stipend recipients will be required to complete the grant application and interview process to be considered for the stipend. Once accepted, stipend recipients will have additional requirements.
Increase student perception of teachers having high expectations of them by identifying and developing teacher leaders.	Stipend recipients will get a mentor teacher and support from the grant committee, and principals. Support will be given to assure that stipend recipients are successful in achieving their educational goals and opportunities will be provided to support their growth as educators in the classroom.

**SMART Goal**

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

In an effort to develop educators from within the Channelview ISD community, the LEA will support the professional growth of 10 instructional aides pursuing a bachelor's degree and teacher certification, to be completed no later than May of 2020.

**Measurable Progress**

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

First-Quarter Benchmark:

Ten instructional aides within the LEA will complete all parts of the Grow Your Own Grant Stipend Application, complete the interview process conducted by the grant committee (Human Resources Director, Federal Programs Director, Assistant Superintendent of Curriculum and Instruction, Assistant Superintendent of Administration), and receive notification of being a recipient of the Grow Your Own grant program. Upon notification, stipend recipients will enroll in school and be assigned a mentor teacher.

**Measurable Progress (Cont.)****Second-Quarter Benchmark:**

Stipend recipients will enroll in school, present their grade reports showing successful completion of courses. Grant committee will meet to evaluate progress of recipients including evaluating mentor reports and observation data from campus administrators.

**Third-Quarter Benchmark:**

Stipend recipients will enroll in school, present their grade reports showing successful completion of courses. Grant committee will meet to evaluate progress of recipients including evaluating mentor reports and observation data from campus administrators.

**Project Evaluation and Modification**

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks or summative SMART goals do not show progress, describe how you will use evaluation data to modify your program for sustainability.

The Grow Your Own Grant Committee, consisting of the Director of Human Resources, the Director of Federal Programs, the Assistant Superintendent of Curriculum and Instruction, and the Assistant Superintendent of Administration will meet quarterly to review stipend recipient data (enrollment documentation, course registration, progress, mentor reports, administrator observation data, and grade reports). Committee members will make contact with stipend recipients and their mentors to provide additional support, where necessary. If stipend recipients are not successfully meeting their goals, committee members will schedule additional contact time and develop a support plan with the stipend recipient and their mentor teacher to assist the stipend recipient with achieving their individual goals.

**Statutory/Program Requirements**

1. Describe your plan for the implementation of the Education and Training courses, Instructional Practices and/or Practicum in Education and Training, and CTSO (TAFE/FCCLA) chapter at participating LEA high schools.

The Education and Training Cluster is one of the choices for students to select for their Endorsement when building their 4 year plan in the 8th Grade. Students who are interested in the the teaching field will follow the Education pathway.

We currently have the Principles of Education course and Human Growth and Development courses already in place. Instructional Practices course have been approved by Channelview ISD School Board and is in the Course Selection Guide for the 2018-19 school year.

Through the internship program high school students interested in a teaching career learn the principles of teaching. Students are provided with the knowledge and first-hand experience essential to obtaining a position in the field of education. Students in at least their third year with the program will be partnered with elementary and secondary teachers who will serve as mentors. Students will be able to develop real-world skills for successful classroom teaching, while gaining experience through a variety of hands-on tasks such as assisting teachers with writing lesson plans, fulfilling everyday responsibilities, completing errands and working with students one-on-one and in various sized groups.

We have had a very active FCCLA chapter for many years. They have successfully competed on the regional, state and national level.



**Pathway Selection and Participation**

Complete the following section(s) to indicate your choice of pathway(s) and total request for funding.

You may apply for any pathway individually or for Pathways 1 and 2 together. Pathway 3 cannot be combined with any other pathway. Refer to the program guidelines for information on restrictions to the maximum number of participants.

**Pathway 1**

☐ Check this box to apply for grant funding under Pathway 1.

Number of participants  times \$13,000

**Pathway 2**

☒ Check this box to apply for grant funding under Pathway 2.

Number of participants pursuing BA and certification  times \$11,000

Number of participants pursuing certification only  times \$5,500

Total of above two lines

**Pathway 3**

☐ Check this box to apply for grant funding under Pathway 3.

Number of participants  times \$22,000

**Education/Training Courses and Related CTSO Participation and Events**

Number of high schools  times \$3,000

**Funding Request**

Pathway 1

Pathway 2

Pathway 3

Education and training courses

Total grant funds requested

**Statutory/Program Assurances: All Pathways**

☒ The applicant assures that each high school campus within the participating LEA will offer the Instructional Practices and/or Practicum in Education and Training courses of the Education and Training course sequence.

The applicant assures the each high school campus within the participating LEA will establish or continue a chapter of a

☒ CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.

**Statutory/Program Assurances: Pathway 1**

☐ The applicant assures that LEA campus participants will establish or continue a chapter of a CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.

The LEA assures its participation in an initial TEA Teacher Institute on or around June 12-14, 2018, with participants

☐ including Education and Training course teachers, campus principals and college/career counselors. Principals and counselors will only be required to attend on June 12.

**Statutory/Program Assurances: Pathway 3**

☐ The applicant assures that the clinical teaching assignment is one academic year (28 weeks minimum) in length.

☐ The applicant assures that the IHE/EPP provides residents with with teacher certification; evidence-based coursework; and an opportunity to practice and be evaluated in a school setting.

The applicant assures that the IHE/EPP provides residents with in-person and on-site coaching and evaluation, with at

☐ least five on-site observation and feedback cycles per semester, at least two of which include the observation of a full lesson.

**Request for Grant Funds**

List all the allowable grant-related activities and other costs for which you are requesting to expend grant funds, along with the amount of grant funds you are requesting for each. The maximum grant amount you are awarded will not exceed the total you request. Before funds are awarded, you will be required to budget your planned expenditures by class/object code. In the list, group similar activities and costs, keeping salaries, contracts, computers, and other related expenses together.

Description of Activity or Cost	Amount Budgeted
1. College enrollment fees for 10 instructional aides seeing a BA with teacher certification	100,000
2. Teacher certification examinations	10,000
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Total grant award requested 110,000

**Grow Your Own Grant**  
**Pathway 2 Grow Your Own Program Attachment**

**Pathway 2: Transition of Paraprofessionals, Instructional Aides, and Long-Term Substitutes to Full-Time Teaching Roles**

**Program Participants:** Applicant must specify the number of paraprofessionals, instructional aides, and/or long-term substitutes who will participate in the program and receive the stipend.

10 instructional aides
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**Teacher Recruitment and Selection Process:** Applicant must articulate how they plan to recruit and select high potential paraprofessionals, instructional aides and/or long-term substitutes to participate in the program and receive the grant stipend to pursue their bachelor's degree and/or teacher certification.

- ✓ The plan must address their process for identifying participants, with potential indicators including evaluation ratings, involvement in school activities, recommendations from colleagues, etc.
- ✓ The plan must also address how the applicant has considered the following in their recruitment strategy: pursuit of certification in hard-to-staff areas and degree to which the diversity of the teacher population mirrors that of the student population.
- ✓ The plan must also include a description of the Memorandum of Understanding (MOU) in which the paraprofessional, instructional aide, and/or long-term substitute commits to remain in the LEA for an agreed upon length of time in a full-time teaching role as a condition of receiving the stipend.

**Participant identification:**

The applicant pool will come from instructional aides who work directly under the supervision of a teacher.

Participants will be responsible for completing an application. Application will include information on the college/university where the applicant is enrolled or intends to enroll (copy of admission letter or enrollment documentation will be attached to application). Applicants will be required to include three letters of recommendations (one from supervisor/principal, two from professional colleagues within the district).

Participant applicants will be chosen based on individual interviews, conducted by the Grow Your Own Grant Stipend Committee (Human Resources Director, Federal Programs Director, Assistant Superintendent of Curriculum and Instruction, Assistant Superintendent of Administration) and a rubric. The rubric will include scoring based on the required components of the application, interview answers, letters of recommendation, and certification area applicant is seeking (higher score given to those pursuing hard-to-staff areas), diversity of applicants will be considered based on data reflective of student population within the LEA.

Stipend recipients will be assigned a mentor teacher to provide support and to assist with monitoring progress.

A Memorandum of Understanding (MOU) between the LEA and the instructional aid will include an agreement, as a condition of receiving the stipend, that the participant will commit to staying with the LEA for three-years upon receiving teacher's certification, unless the district chooses to terminate the educator's contract.